

# Membership Balance Plan

## ENVIRONMENTAL PROTECTION AGENCY

### 1. FEDERAL ADVISORY COMMITTEE NAME

*State the legal name of the FAC*

Good Neighbor Environmental Board

### 2. AUTHORITY

*Identify the authority for establishing the FAC*

The Good Neighbor Environmental Board (GNEB) is specifically directed under Section 6 of the Enterprise for the Americas Initiative Act, 7 U.S.C. Section 5404. The authority of the President under this section to establish an advisory board to be known as the Good Neighbor Environmental Board is delegated to the Administrator of the Environmental Protection Agency (EPA), pursuant to Section 10 of Executive Order 12916, May 13, 1994. The GNEB is currently operating under the authority given in Executive Order 13708, dated September 30, 2015.

### 3. MISSION/FUNCTION

*Describe the mission/function of the FAC*

The GNEB will provide advice, information and recommendations on the need for implementation of environmental and infrastructure projects "within the States of the United States contiguous to Mexico in order to improve the quality of life of persons residing on the United States side of the border."

### 4. POINTS OF VIEW

*Based on understanding the purpose of the FAC,*

- (a) describe the process that will be used to ensure the committee is balanced, and identify the categories*
- (b) consider identifying an anticipated relative distribution of candidates across the categories; and*
- (c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members*

The GNEB will be composed of approximately 25-35 members who will serve as Representative members of non-federal interests, Regular Government Employees (RGEs), or Special Government Employees (SGEs). Representative members are selected to represent the points of view held by organizations, associations, or classes of individuals. In selecting members, EPA will consider candidates from the United States Government, including the Department of Agriculture and other appropriate agencies; tribal government; governments of the States of Arizona, California, New Mexico, and Texas; and private organizations, including community development, academic, health, environmental, and other non-governmental entities.

## 5. OTHER BALANCE FACTORS

*List any other factors EPA identifies as important in achieving a balanced FAC*

Diverse points of view on environmental and infrastructure-related issues along the U.S.-Mexico border are also considered.

## 6. CANDIDATE IDENTIFICATION PROCESS

*Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance.*

*The summary should:*

- (a) describe the process*
- (b) identify EPA key staff involved (by position, not name)*
- (c) briefly describe how FAC vacancies, if any, will be handled by EPA*
- (d) state the membership term limit of FAC members, if applicable*

Approximately 8 months prior to expiration of committee members' terms the DFO meets with EPA's Office of Diversity, Advisory Committee Management, and Outreach (ODACMO) staff to discuss the outreach plan, establish a timeline, and other issues concerning the membership package. After approval of the outreach plan the DFO conducts outreach for new members in accordance with the plan.

The DFO solicits candidate names through a Federal Register notice and from individuals who are actively engaged on environmental and infrastructure-related issues along the U.S.-Mexico border.

After a review of the pool of nominees, a determination is made to consider whether additional outreach is needed. The DFO develops a draft grid of nominees, including at least one additional candidate for each point of view for the function the committee is to perform.

A balance review of the proposed membership is then conducted by ODACMO and the Office of General Counsel FACA Attorney. Different levels of EPA managers then review the draft package for questions or comments before the final package is prepared.

Formal letters of invitation to serve on the GNEB will be extended by the Administrator or Deputy Administrator of EPA. This cycle will be repeated for any occurring vacancies. GNEB members are usually appointed for a two-year term. Generally, members may be reappointed for a total of 6 years.

## 7. SUBCOMMITTEE BALANCE

*Subcommittees subject to FACA\* should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

*\*This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

EPA plans to use the process that is used to determine advisory committee member balance for the parent (Tier 1) Federal advisory committee for any Tier 2 subcommittee(s) that may be created.

## 8. OTHER

Provide any additional information that supports the balance of the FAC

Not applicable.

<b>9. DATE PREPARED/UPDATED</b>
April 21, 2016